COUNTY OF LOS ANGELES - DEPARTMENT OF MENTAL HEALTH
PROGRAM SUPPORT BUREAU

Departmental Quality Improvement Council Meeting

A G E N D A
June 11, 2007
10:30 a.m.
12th Floor Executive Conference Room
550 S. Vermont Ave., Los Angeles, CA 90020

I	10:30 – 10:35	Introductions & Review of Minutes	
II	10:35 – 10:45	SA QIC Liaison Reports & SA/QIC Chairs Representative's Report	Ted/Teresa/Martie/Kimber
III	10:45 – 11:20	Latino Access Study	Lidia
IV	11:20 – 11:30	Patient Rights	Julia Chen
V	11:30 – 11:40	Quality Improvement Program • Quarterly Report • Subcommittee for Program Description	 John/Ted/Teresa/Martie Martie
VI	11:40 – 11:50	Policy & Procedure 105.1	Mary Ann/Albert/Naga/Martie
VII	11:50 – 11:55	QIC Membership	Martie
VIII	11:55 – 12:00	Other/ Announcements	

Proposed Agenda Items for Next Meeting

Next Meeting

July 9, 2007
10:30 – 12:00 Noon
12th Floor Executive Conference Room

LOS ANGELES COUNTY – DEI .RTMENT OF MENTAL HEALTH
QUALITY IMPROVEMENT COUNCIL (QIC) Minutes

Type of Meeting	Departmental Quality Improvement Council	Date	June 11, 2007
Place	550 S. Vermont 12th Fl, LA 90020	Start Time	10:30 a.m.
Chairperson	Martha Drinan, RN, MN, APRN	End Time	12:00 noon
Members Present	Paul Arns; Frank Baron; John Campbell; Julia Chen; Norma Fritsche; Lidia Gamulin; Gloria Lara Vasquez; Alfredo Larios; Jerry Lubin; Kumar Menon; Dennis Murata; Kimber Salvaggio; Teresa Quijano; Ted Wilson		
Absent Members	Gary Barnett; Bart Callender; Wayland Chan; Nga Dang; Carol Eisen; Sylvia Guerrero; Ron Schraiber; Sheila Shima; Albert Thompson; Rob Ulrich; Julie Valdez; Larry Wicker; Robert Levine		
Excused Members	Nadim Karim; Mary Ann O'Donnell		
DMH Support	Ted Wilson; John Campbell; Teresa Quijano		

Agenda Item & Presenter	Findings and Discussion	Decisions/ and Recommendations Actions/Scheduled Task	Person Responsible/Due Date
Call to Order & Introductions	The meeting was called to order at 10:30 a.m.		
Review of Minutes	Minutes were approved as written.		QIC Membership
SA QIC Liaison Reports	Teresa – Countywide Children's, Belen Fuller is the new Chairperson. Meeting held May 31. Meeting was very well attended. Ted W. provided a presentation on QI/QA, and a brief overview of the QI Work Plan. Also a presentation was provided on the FSP for TAY, and Children's ages 0-16.	Teresa to provide updates	Teresa

Agenda Item and Presenter	Findings and Discussion	Decisions/ and Recommendations Actions/Scheduled Task	Person Responsible/Due Date
SA QIC Liaison Reports (continued)	Ted – SA 1 Meeting was cancelled. SA 3 working on QI project utilizing Art Therapy for therapists, licensed and un-licensed clinicians. SA 5 hasn't decided on a project. SA 7 is working on improving the number of MHSIP surveys completed.	Ted to provide updates	Ted
	Martie -SA 4 the SA District Chief has increased the frequency of these meetings to a monthly meeting schedule. Work on the morale survey continues.	Martie to provide updates	Martie
SA QIC Chairs Reports	Kimber - SA 2 No meeting held. Next meeting will take place at the end of the month.	Kimber to provide updates	Kimber
24 Hour Access Phone Line	Kimber –The Santa Clarita staff deployed to different sites after the fire. Their abandoned calls have been going directly to the Access Center instead of Santa Clarita. The clinic's administration is aware of the problem and is working to correct it. ISD is responsible for correcting the problem. Rio Hondo is having similar problems.	Monitor for corrective action.	Kimber

Agenda Item and Presenter	Findings and Discussion	Decisions/ and Recommendations Actions/Scheduled Task	Person Responsible/Due Date
Latino Access Study	The majority of the meeting was devoted to a presentation by Lidia Gamulin on the findings/results of the Latino Access- Interpreter Study Project. Dr. Maria Aranda from USC is the Principal Investigator. Lidia Gamulin is the training instructor. Study Timeline: October 2005 through November 2007. A multistage, pilot study was designed to evaluate both quantitatively and qualitatively the following components: PHASE 1: Development of Questionnaires, Data Collection Protocols, etc. PHASE 2: Course Evaluation, Data Analysis, Documentation/Dissemination. The study consists of pre-questionnaires, post-questionnaires and follows up interviews three months after the training. The data and findings were presented and the membership was requested to provide recommendations for next steps needed.	The findings of the study to be presented to DMH Management (EMT, Expanded Management) SA QICs and others as appropriate.	Lidia G. to follow-up with Alfredo L. and Dr. Aranda.
Policy and Procedure 105.1	Martie distributed a Draft copy of the P&P 105.1 The membership reviewed the P & P format/content.	Recommendations for revisions to be sent to Martie. Revised version to be sent with memo to Dennis Murata. The P&P will also be sent to the Policy Review Committee after review by the PSB Deputy Director.	Sub-Committee

Agenda Item and Presenter	Findings and Discussion	Decisions/ and Recommendations Actions/Scheduled Task	Person Responsible/Due Date
First Quarter Status Report	Martie distributed a Draft of the first Quarterly Status Report.	No revisions were recommended for the current format/content A final version will be available for review at the next meeting.	John/Ted/Teresa/ Martie
Handouts	Latino Access Study Draft DMH QIC Quarterly Status Report, First Quarter. P & P 105.1		
Agenda Items Recommended for Next Meeting	Patient Rights to present at next meeting on Beneficiary Grievances and Request to Change Provider.		

Agenda Item and Presenter	Findings and Discussion	Decisions/ and Recommendations Actions/Scheduled Task	Person Responsible/Due Date
Next Meeting	July 9, 2007 10:30 am Executive Conference Room, 12th Floor 550 S. Vermont Ave. Los Angeles, CA 90020		

Respectfully submitted,

M. Drinan

Martha Drinan, RN, MN, APRN